

**Wallops Contractor Safety Council**  
**Meeting Minutes**  
March 13, 2001

**CHAIRMAN:** David Quillen/H&H

**VICE CHAIRMAN:** Dwayne Rye/CSC Code 803

**ATTENDANCE:**

OHI/Curtis Oakley	RSIS/Robert Cherrix	ESAction/Merle Allshouse
NSI/Bill Hargrove	CSC/803Dwayne Rye	NASA/803 Terry Potterton
Cortez/Edward Bohl	H&H/Harvey Spurlock	H&H/David Quillen
PRC/Jim Deaton	DynCorp/Mike Lambertson	

**AGENDA:**

1. Old Business (Status Reports)
2. New Business
3. Next Meeting

**MINUTES:**

**Old Business:**

**SAFETY AND HEALTH COMMITTEES** As an action item from the last Contractors Safety Council Meeting in February, Terry Potterton/NASA requested input from the council members about merging the Safety Council with Federal employees. Further information was presented as to the requirement for a Federal employee Safety and Health Committee and the different ways this could be accomplished. This issue is still at a conceptual phase with more work to follow. It is anticipated that the Federal employee S&H committee will be stood-up by the end of summer 2001

**CONTRACTORS SAFETY COUNSEL CHARTER** Dwayne Rye/CSC/Code 803 re-addressed the issue concerning the review of the Contractors Safety Council Charter, and reiterated that the Charter is an important part of the Council. He stated that the charter provides the direction and responsibilities for the council, and could establish recognition with NASA management as a reputable entity representing the safety and health program at the Facility.

**SEVERE WEATHER PLAN** Terry Potterton/NASA/Code 803 addressed the Severe Weather plan for WFF, and that the bad weather season for lightning will soon be here. As a Safety Office Action Item from last months meeting, the safety office distributed the

plan to all council members for their review. The safety Office, as part of follow-on action, requests that all contractors submit to the safety office their implementation plan specifying their procedures and notifications within their organizations. As an Action item for all Contractors, Please submit your implementation plans to the safety office prior to next meeting.

### **New Business**

#### **NASA SAFETY STANDARD FOR LIFTING DEVICES - NSS 1740.9** Bill

Hargrove/NSI presented information about the working group meeting on the revised NASA Standard for Lifting Devices held the second week in February 2001. He previewed the major changes to include classifying man-lifts as critical lifts. Discussion followed concerning the impact expected from these changes. As an NSI action item, a copy will be sent to Safety Office for review/distribution to effected Council members for their review. This will be an agenda item for the next Contractors Safety Council meeting.

**INCLEMENT WEATHER PROCEDURES** Dwayne Rye/CSC/Code 803 addressed the issue the high degree of slips/falls that occur at the facility during periods of snow and ice accumulation. A discussion followed including the current procedures that are implemented during these periods. The primary point made was that during periods of ice and snow, Facilities maintenance has specific areas of responsibility and so do other contractors. Not all hazard areas are, or can be, salted and/or sanded. Contractors and facility managers need to assess the slip/fall hazards around their facilities and take appropriate action to protect their employees. As an H&H Action item, the contract manager will address this issue with Facilities Management and present the results at the next Contractor Safety Council meeting.

**NEW SAFETY OFFICE CHIEF** Terry Potterton announced that the new Safety Office Chief has arrived on March 1, 2001.

**NASA SAFETY REPORTING SYSTEM** Dwayne Rye/CSC/Code 803 deferred this agenda item for another meeting in the near future.

**HAZARD COMMUNICATION** Curtis Oakley/OHI/Code 803 addressed the development of a new HAZCOM program he is working on at WFF. As an action item for all contractors, the safety office requests that they submit a listing of all specific hazards within their facilities by the next council meeting. The information will be used and included into the HAZCOM Program at WFF.

CONTRACTORS SAFETY AND HEALTH PLANS Dwayne Rye/CSC/Code 803 deferred this agenda item for another meeting in the near future. Terry Potterton touched briefly on the topic and mentioned that

UPCOMING SAFETY TRAINING Curtis Oakley/OHI/Code 803 presented the upcoming NSTC Training coming up at the end of the month. The electrical safety course scheduled for March 26-28, 2001 has been cancelled and the Cryogenics course will replace it. The battery Safety course will be on March 29-30, 2001. Registration is due by March 19, 2001.

SAFETY OFFICE MONTHLY INCIDENT REPORT Curtis Oakley/OHI presented incident report for the month of February. The report is a compilation of all reported close calls, mishap reports, and Fire Dept. responses for that particular month. Counsel members should now be receiving this report when it's distributed. If you're not getting this report notify the safety office at Ext. 2290

**If you have any questions or have information that you would like to discuss please contact Dave Quillen at Ext. 2025 or Dwayne Rye at ext. 1884,**

**The next Contractor Safety Council meeting is scheduled for April 10, 2001 at 10 a.m. in building E-107, Room 117.**

**The following NSTC Training courses are scheduled for the month on March.**

**Cryogenics Safety    March 26-28, 2001**  
**Battery Safety        March 29-30, 2001**

**Please ensure that your personnel desiring or required to have this training are registered NLT March 19, 2001**

**See You Next Month.**